

	<b>JUSTICE CABINET DEPARTMENT OF JUVENILE JUSTICE POLICY AND PROCEDURES</b>	<b>REFERENCES: 505 KAR 1:140</b>
<b>CHAPTER: Detention Services</b>		<b>AUTHORITY: KRS 15A.065</b>
<b>SUBJECT: Supervision of Youth in Alternative to Secure Detention Programs</b>		
<b>POLICY NUMBER: DJJ 704.1</b>		
<b>TOTAL PAGES: 2</b>		
<b>DATE ISSUED: July 15, 2005</b>		<b>EFFECTIVE DATE: 02/03/06</b>
<b>APPROVAL: Bridget Skaggs Brown</b>		<b>, COMMISSIONER</b>

## **I. POLICY**

Youth who are placed from a secure Regional Juvenile Detention Center into the Alternative to Secure Detention Program shall remain under supervision of the Detention Alternative Coordinator until the court discharges custody, the youth completes a sentence, or the youth is returned to secure detention.

## **II. APPLICABILITY**

This policy shall apply to all Detention Alternative Coordinators.

## **III. DEFINITION**

Not Applicable

## **IV. PROCEDURES**

- A. Standard Operating Procedures shall be developed, approved by the Director of the Division of Placement Services, and implemented to detail supervision and documentation procedures. These Standard Operating Procedures shall include, but not be limited to:
  1. At minimum, weekly monitoring of youth placed in an out of home alternative to secure detention as well as youth placed on home detention. Contracted community-based tracker services may be used in meeting these contact requirements.
  2. Documentation of all monitoring contacts in the youth's Individual Client Record (ICR) in compliance with DJJPP 705 and 705.2.
  3. Preparation of a final report at the time the youth exits the program detailing the youth's placements and progress in the program. This report shall be placed in the youth's ICR.
- B. The Detention Alternative Coordinator shall prepare a monthly report listing all youth participating in the alternative detention program and pertinent data

<b>POLICY NUMBER</b> <b>DJJ 704.1</b>	<b>ISSUE DATE</b> <b>07/15/05</b>	<b>EFFECTIVE DATE</b> <b>02/03/06</b>	<b>PAGE NUMBER</b> <b>2 of 2</b>
------------------------------------------	--------------------------------------	------------------------------------------	-------------------------------------

regarding their status. The report shall be provided to the Director of the Division of Placement Services or designee by the 5<sup>th</sup> day of the following month.

#### **V. MONITORING MECHANISM**

Monitoring shall be the responsibility of the Division of Placement Services.